

**QUARTERLY PERFORMANCE PROGRESS REPORT FOR SUSTAINABLE BROADBAND ADOPTION**

General Information		
<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b>  Department of Commerce, National Telecommunications and Information Administration	<b>2. Award Identification Number</b>  27-43-B10515	<b>3. DUNS Number</b>  828185087
<b>4. Recipient Organization</b>  C. K. Blandin Foundation 100 N Pokegama Ave, Grand Rapids, MN 557442739		
<b>5. Current Reporting Period End Date (MM/DD/YYYY)</b>  03-31-2011	<b>6. Is this the last Report of the Award Period?</b>  <div style="text-align: center;"> <input type="radio"/> Yes    <input checked="" type="radio"/> No                     </div>	
<b>7. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.</b>		
<b>7a. Typed or Printed Name and Title of Certifying Official</b>  Mary Magnuson	<b>7c. Telephone (area code, number and extension)</b>  <hr/> <b>7d. Email Address</b>  memagnuson@blandinfoundation.org	
<b>7b. Signature of Certifying Official</b>  Submitted Electronically	<b>7e. Date Report Submitted (MM/DD/YYYY):</b>  05-12-2011	

**Project Indicators (This Quarter)**

**1. Please describe significant project accomplishments completed during this quarter (600 words or less).**

Milestones achieved in Q1 2011:  
 Offered six webinars for Minnesota Intelligent Rural Communities (MIRC) partners; which have been archived on MIRC intranet site. Intelligent Community Forum (ICF) completed a report that rated and ranked the 11 demonstration communities (DCs) against ICF criteria in five categories: digital inclusion, workforce, connectivity, marketing and advocacy, and innovation. 11 DCs have funded a total of 58 projects; implementation and monitoring is underway. Planned a workshop on project sustainability for all MIRC partners on April 26, in conjunction with an April 27 University of Minnesota (MN) Extension workshop to promote broadband utilization by small businesses. University of MN Extension held 44 training events involving 443 businesses, 13 technical assistance activities reaching 13 businesses, and 9 outreach events reaching 130 individuals. Continued promotion of Robust Broadband Network Feasibility Fund and LightSpeed community grant opportunities. MN Department of Employment and Economic Development (DEED) finalized standardized digital literacy curriculum and conducted 2 classroom-based user tests with first time computer users. DEED let an RFP for Workforce Centers to serve as training sites for curriculum delivery. In May the Digital Literacy coursework will be used by Learner Web, a national project that has received BTOP funding. MN Learning Commons completed development of knowledge worker course and conducted three testing events involving 15 users. PCs for People distributed 679 computers, secured 1051 computers, and refurbished 1029 for future distribution to qualified individuals. MN Renewable Energy Marketplace (MNREM) identified the information and communication technology training needs of rural renewable energy businesses and scheduled responsive webinars and trainings. Six webinars were held in quarter 1 involving 63 learners, with in-person follow ups beginning in May. Six outreach activities reached 55 individuals. Initiated planning for fall statewide conference on broadband utilization and access with fellow BTOP recipient Connect Minnesota.

**2. Please provide the percent complete for the following key milestones in your project. Write "0" in the Percent Complete column and "N/A" in the Narrative column if your project does not include this activity. If you provided additional milestones in your baseline report, please insert them at the bottom of the table. Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please provide a narrative description if the percent complete is different from the target provided in your baseline plan (300 words or less).**

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	44	Baseline: 50%. The reason for the deviation from the baseline is mostly due to the slower than expected process of disbursing grant funds to our Demonstration Communities. They have made quite a lot of progress during 1st quarter of 2011, but plans for using their funds are still coming in. Also, the statewide partners should be drawing down on the second half or third of their grants soon, which will make a large difference.
2.b.	Equipment / Supply Purchases	-	Progress reported in Question 4 below
2.c.	Awareness Campaigns	-	Progress reported in Question 4 below
2.d.	Outreach Activities	-	Progress reported in Question 4 below
2.e.	Training Programs	-	Progress reported in Question 4 below
2.f.	Other (please specify):	-	Progress reported in Question 4 below

**3. Please describe any challenges or issues faced during this past quarter in achieving planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).**

Not all of the demonstration communities (DCs) have yet allocated all of the funding made available to them for community grants. In most cases this is because the local DC steering committees have determined that the pool of grant proposals received in response to their initial RFPs did not adequately respond to community-identified goals and priorities, and/or because they are working with applicants to improve their proposal design by requiring increased collaboration or coordination among applicants where appropriate. We anticipate that the as yet unallocated funds for community-driven grants will be dispersed through subsequent RFPs or invited proposals.

**4a. In the chart below, please provide the requested information on your BTOP grant-funded SBA activities. Please also provide a short description of the activity (600 words or less). Figures should be reported cumulatively from award inception to the end of the most recent reporting quarter. Please ensure that the numbers of new household subscribers and business or community anchor institution (CAI) subscribers reflected in the "Total" row represent the unduplicated number of new subscribers that can be attributed to your SBA project as**

**a whole.**

Name of the SBA Activity	Location of SBA Activity	Description of Activity (600 words or less)	Size of Target Audience	Actual Number of Participants	New Subscribers: Households	New Subscribers: Businesses and/or CAIs
Demonstration Community Activities	Benton County, Cook County, Grand Rapids/Itasca County, Leech Lake Band of Ojibwe, Kandiyohi County, City of Morris/Stevens County, Thief River Falls, Upper Minnesota Valley Region, Windom, Winona, Worthington	Steering Committees in each of the 11 Demonstration Communities have completed baseline utilization surveys, articulated goals, issued RFPs for local projects, reviewed and approved project proposals, and entered into contracts with chosen projects.	35,619	90	2,159	0
MIRC Partner Workshop	St. Cloud, MN	Blandin Foundation convened representatives of each of the DCs, RDCs, and statewide partner organizations for updates on progress and to learn about and practice using Foundation staff developed project communication tools.	0	55	0	0
Training and Direct Technical Assistance	16 rural MN Counties	Project partners have delivered 70 separate training events that reached 558 rural MN businesses and 954 individuals.	0	954	0	0
Statewide Outreach	Rural Minnesota	Statewide convenings including regional gatherings, small group meetings, individual meetings, etc.	0	2,081	0	0
Subscriptions	Rural Minnesota	New subscriptions purchased	278,904	0	10,142	0
Statewide Public Awareness	Rural Minnesota	Newspaper ads, marketing campaigns, television commercials and other mass media outreach.	0	237,849	0	0
<b>Total:</b>			<b>314,523</b>	<b>241,029</b>	<b>12,301</b>	<b>0</b>

**4b. Please describe your method for determining the number of households, businesses, and/or (CAIs) subscribing to broadband as a result of your SBA programs (600 words or less).**

Three separate methodologies are being used to estimate the number of subscribers and the number of new subscribers. First, baseline surveys were conducted in each demonstration community, along with a statewide survey to estimate broadband penetration across all geographies. Second, Minnesota Cable and DSL providers have agreed to provide new subscriber information in aggregate, to assist, but still maintain provider confidentiality. And third, we have contracted with a private firm (ID Insight) to provide detailed Internet transactional data for each of the 11 demonstration areas. Using these three methods we will methodologically triangulate to derive accurate subscription estimates.

**4c. Please provide a narrative explanation if the total number of new subscribers is different from the targets provided in your baseline plan (600 words or less).**

15,422 is the subscription goal for this project. The majority of our training, technical assistance, outreach and community-based activities in the Demonstration Communities have yet to fully kick into high gear, as the majority of these projects have been only recently launched. Accordingly, the number of new subscriptions has once again fallen short of the targets originally estimated in our baseline plan. However, we expect subscriptions to increase as these activities intensify. But as of right now, we estimate that we are approximately at the 32% mark of our overall goal.

**4d. Please provide the number of households and the number of businesses and CAIs receiving discounted broadband service as result of BTOP funds.**

<b>Households:</b> 0	<b>Businesses and CAIs :</b> 0
----------------------	--------------------------------

**Project Indicators (Next Quarter)**

**1. Please describe significant project accomplishments planned for completion during the next quarter (600 words or less).**

Blandin Foundation will host a one-day convening for all partners focused on project sustainability on April 26. University of Minnesota Extension will host a one-day conference with community-based liaisons and state partners to assess project implementation to-date and invite input on mid-course corrections on April 27.

Completion, dissemination and facilitated discussion by each demonstration community of its customized Intelligent Community Indicator results, analysis and recommendations.  
 Completion and distribution to partners of a MIRC "Evaluation Update and Progress Report" examining the cumulative activities and outcomes of the project during its organizational and "ramp-up" period.  
 Compilation and dissemination of a comprehensive project matrix (database) of all of the demonstration community projects.  
 Roll-out of DEED's newly developed, learner-driven, scenario-based digital literacy curriculum in identified sites across the state.  
 Roll-out of MN Learning Common's knowledge worker course in identified venues across the state.  
 Ramp-up of delivery of MNREM's webinars and follow-on on-site meetings in participating communities.  
 PCs for People's continued distribution of refurbished computers to qualifying families in rural Minnesota.  
 Update of technical assistance resource list for rural Minnesota.  
 Design and delivery of additional webinars featuring community-based projects.

**2. Please provide the percent complete anticipated for the following key milestones in your project as of the end of the next quarter. Write "0" in the second column if your project does not include this activity. If you provided additional milestones in your baseline report, please insert them at the bottom of the table. Figures should be reported cumulatively from award inception to the end of the next reporting quarter. Please provide a narrative description if the planned percent complete is different from the target provided in your baseline plan (300 words or less).**

	Milestone	Percent Complete	Narrative (describe reasons for any variance from baseline plan or any other relevant information)
2.a.	Overall Project	56	Baseline: 60%. A large percentage of the MIRC project is made up of large grants to institutions performing outreach and training programs. Those grants have all been partially disbursed (33-67%). We foresee disbursing the second third or half of these grants in 2nd and 3rd quarter of 2011. Additionally, we foresee completing the Demonstration Community grant disbursements no later than 3rd quarter of 2011. These factors will significantly increase the percentage of completeness of the project.
2.b.	Equipment Purchases	-	Milestone Data Not Required
2.c.	Awareness Campaigns	-	Milestone Data Not Required
2.d.	Outreach Activities	-	Milestone Data Not Required
2.e.	Training Programs	-	Milestone Data Not Required
2.f.	Other (please specify):	-	Milestone Data Not Required

**3. Please describe any challenges or issues anticipated during the next quarter that may impact planned progress against the project milestones listed above. In particular, please identify any areas or issues where technical assistance from the BTOP program may be useful (600 words or less).**  
 As the now fully developed and tested new knowledge worker and digital literacy training courses begin to be offered at identified sites across the state, and as MNREM ramps up its delivery of online and in-person technical assistance, we anticipate accelerated progress towards meeting project milestone adoption goals.

